

**IHS Clinical Support Center
EDUCATIONAL ACTIVITY OVERVIEW FORM**

Name of Accredited Sponsor: IHS Clinical Support Center **Name of Sponsor:** _____

Title of Educational Activity: _____

Date(s) of Activity: _____

OBJECTIVES	CONTENT (Topics)	TIME FRAME	PRESENTER/CONTENT SPECIALIST	TEACHING/LEARNING STRATEGIES
<i>List the learners' objectives in measurable terms.</i>	<i>Provide a descriptive outline of the content for each objective. <u>It must be more than a restatement of the objective.</u></i>	<i>State the time frame for each content area (in minutes).</i>	<i>List the name of presenter/content specialist for each objective/content area.</i>	<i>Describe the teaching/learning strategies, including the materials, resources & delivery methods for each content area. Ex: Discussion, Demonstration, Hands-on activity, etc.</i>

Guidelines for Completion of the Educational Activity Overview Form

Objectives: Objectives are *learner-oriented*, not faculty-oriented. The objectives should answer the question: “What is expected of the learner?” **Faculty-oriented objective/incorrect form:** *Explain theories of health care economics.*

Learner-oriented objective/correct form: *Review theories of health care economics.*

Use measurable, behavioral terms; do not use the word “*understand*” as it is not measurable. See the **Writing Objectives Guide**.

Limit objectives to 2-3 objectives per hour (50 minutes/contact hour) of content.

Content: Outline must reflect content covered related to objective in column one. Outline must be more descriptive than a single phrase. An incomplete outline may be returned to you for revision.

<u>For example:</u>	Objective	Content
<i>Incorrect</i>	1. Analyze six case studies for potential abuse situations.	1. Case studies
<i>Correct</i>	1. Analyze six case studies for potential abuse situations.	1. Case studies: Elder abuse, child abuse, adult abuse situations – clues, interventions, legal issues, resources for help.

Time Frame: List time frame for each section of content. Times should add up to total time for presentation.

Presenter-Content Specialist: If multiple speakers are presenting on different sections of content, list each speaker in box across from content. If single speaker for all content, list speaker in first box only.

Teaching-Learning Strategies: Strategies should reflect adult learning principles. Listing “lecture” only does not reflect adult learning principles. Also include use of handouts, demonstrations/return demonstrations, Power Point presentations, slides, overheads, videos, etc.

Appropriate strategies include:

◆Lecture with discussion

◆Q & A

◆Discussion

◆Guided discussion

◆Demonstration